



BRP WP 64a Approval of Tight Tank Instructions and Supporting Materials

Table of Contents

- introduction
- permit fact sheet
- completeness checklist

Introduction

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at mass.gov/dep in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

Instructions & Support Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

Permit Applications in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



BRP WP 64a Approval of Tight Tank

Permit Fact Sheet

1. What is the purpose of these approvals?

These approvals are necessary to ensure that the treatment and disposal of sanitary sewage through the use of an on-site subsurface sewage disposal system is performed in an environmentally acceptable manner and in accordance with the provisions of Title 5 of the Environmental Code, 310 CMR 15.000.

BRP WP 64a establishes a process for MassDEP review of proposed installation of tight tanks for site-specific use. Tight tanks are used only to eliminate a failed on-site system when there is no other feasible alternative to upgrade the system in accordance with Title 5 and a sewer connection is not feasible.

2. Who must apply?

Any individual, business or organization desiring to install a tight tank in accordance with 310 CMR 15.260 and 310 CMR 15.000.

3. What is the application fee?

For BRP WP 64a: \$430.

4. What is the Primary Permit Location? What is the Reserve Copy Location?

Primary Permit Location:
Department of Environmental Protection (2 copies)
_____ * Regional Office
Title 5 Permitting Program

*See <http://www.mass.gov/dep/about/region/findyour.htm> to identify the appropriate MassDEP Regional Office for your location

There is no Reserve Copy Location for these permits.

5. Where can I get a copy of the timelines?

The timelines are available on the MassDEP Website: www.mass.gov/dep/service/online/fees.htm

6. What is the annual compliance fee?

There is no annual compliance fee for these permits.

7. How long are these approvals in effect?

These approvals remain valid as long as the system and facility served remain unchanged.

8. How can I avoid the most common mistakes made in applying for these approvals?

- a. Review application for completeness to be sure all questions are answered correctly.
- b. Make sure two copies of plans and specifications are complete and signed and stamped by a Massachusetts Registered Sanitarian or Professional Engineer.
- c. Submit fee and one copy of the MassDEP Transmittal Form to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Title 5 Permitting

BRP WP 64a Approval of Tight Tank

Permit Fact Sheet

9. What are the regulations that apply to these approvals? Where can I get copies?

These regulations include, but are not limited to:

- a. Title 5 Regulations, 310 CMR 15.000.
- b. Timely Action Schedule and Fee Provisions, 310 CMR 4.00.

These may be purchased at:

State House Bookstore
Room 116
Boston, MA 02133
617-727-2834

State Bookstore
436 Dwight Street, Room 102
Springfield, MA 01103
413-784-1376

DEP Regulations also are available on MassDEP's web site, at www.mass.gov/dep.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Title 5 Permitting

BRP WP 64a Approval of Tight Tank

Completeness Checklist

- ☐ The MassDEP Transmittal Form is completed: <http://mass.gov/dep/service/online/trasmfrm.shtml>. If the applicant is a municipality, "Fee Exempt" has been selected from among the Special Provisions under the Amount Due section of the Transmittal Form.
- ☐ A MassDEP application form for the permit category for BRP WP 64a has been completed. The following information has been provided:
 - ☐ Name and address of applicant/owner.
 - ☐ Location (address) of facility.
 - ☐ Name, address and telephone number of design engineer or sanitarian.
 - ☐ Identification of the approval requested and the necessary documentation to support it.
- ☐ Two (2) complete sets of plans and specifications, including a locus map, have been properly signed and stamped by a Massachusetts Registered Professional Engineer or Massachusetts Registered Sanitarian.

A copy of the complete application submitted to the local approving authority along with their written approval of the application (310 CMR 15.260(1)).

To submit the application package:

- ☐ Checklist items have been completed.
- ☐ Send two copies of the application along with one copy of the MassDEP Transmittal Form to:

Department of Environmental Protection
_____ * Regional Office
Title 5 Permitting Program

*See <http://www.mass.gov/dep/about/region/findyour.htm> to identify the appropriate MassDEP Regional Office for your location.

- ☐ Send fee in the form of a check or money order made payable to Commonwealth of Massachusetts, along with one copy of the MassDEP Transmittal Form to:

Department of Environmental Protection
P.O. Box 4062
Boston, MA 02211